



Governor Terry E. Branstad
Lt. Governor Kim Reynolds
San Wong, Director

Juvenile Reentry Task Force/JReS Minutes of Regular Meeting

Jesse Parker Building
510 East 12th Street, Grant Room
Des Moines, Iowa

July 26, 2016

Present: Ralph Allbee; Jesse Behrends; Jackie Gray; Janet Huff; Kimberly Kolakowski; Eric Kool; Jessica Kropf; Carl Kruger; Steve Miller; Gary Niles; Ryan Santi; Joseph Seidlin; Mack Shelley; Beth Skinner for Lettie Prell; Joan VandenBerg; Kathy Vrieze; Susan Walkup; Cara Weis

Staff: Dave Kuker; Julie Rinker; Laura Roeder-Grubb

- **Call to Order, Welcome/Introductions**

In the absence of Steve Michael, Laura Roeder-Grubb called the meeting to order at 8:37 am. She welcomed all in attendance. Introductions were made. A quorum was present.

- **Minutes – May 17th Meeting**

Susan Walkup moved to approve the minutes from the May meeting, seconded by Ralph Allbee. The motion was unanimously approved.

- **Overview 2016 Implementation Application**

Roeder-Grubb reviewed recent activities. The grant application for “year two” has been submitted. A full application was required.

Next steps include moving toward statewide implementation in Juvenile Court Services (JCS) and pilots in PMIC’s and group care settings. A handout highlighted current activities as of July 20th. Some activities will require the use of “year two” funding.

The coordinator position in State Court Administration should be filled by this fall.

- **Recidivism Reduction – Department of Corrections (DOC) Reentry Efforts – Communication and Training –Beth Skinner, Recidivism Reduction Coordinator**

Beth Skinner, Recidivism Reduction Coordinator with the Department of Corrections (DOC), provided an overview of the reentry effort on the adult side. Two years ago, the DOC was awarded a \$3 million grant to reduce recidivism. Iowa was one of five states to receive the performance-based grant.

Skinner reviewed key areas for successful statewide implementation —

- Collaboration—important to effect comprehensive system change
- Workgroups—comprised of key personnel from all levels
- Key partnerships with service providers
- Offender Reentry Task Force—meets quarterly
- Community-based corrections personnel work with offenders in the institutions prior to their release
- Statewide planning on quality assurance, training, pre-release, policy, research-based job descriptions/job expectations/and qualities required
- Project sustainability
- Performance measures and outcomes
- Removal of non-evidence based programs
- State-level inter-agency services coordinator
- Organizational culture
- Workplans based upon risk level

Skinner stressed the importance of communication, especially with staff in the early stages of the process. The DOC uses a variety of methods to share information including meeting attendance and social media. A tier-level communication plan includes legislators, the governor's office, agency directors, and executive staff. Talking points were developed based upon audience.

Kuker asked members to give consideration to performance measures that would demonstrate success—what should be captured and how.

- **Integrated Health Homes - Kimberly Kolakowski, Director of Integrated Health Services, Children's Square USA**

Kimberly Kolakowski provided information on Integrated Health Homes (IHH), a voluntary, Medicaid-funded program that provides a variety of coordinated services to adults and children/families. Services encompass physical health, mental health, and social well-being. Youth and families are referred to services through a care team. Support is available after business hours through a twenty-four hour hotline. Transition services are available for youth who are aging out. Families have the ability to self-refer; care coordinators help determine eligibility.

Kuker suggested that IHH be involved during YTDM meetings at the STS. Both Skinner and Kolakowski have been invited to join this task force.

- **AG Opinion on data sharing**

Roeder-Grubb discussed a recent opinion from the Office of the Attorney General related to information sharing between agencies. The meeting packet included a copy of the request and the response.

The response indicated that, in general, Iowa law permits the sharing of certain juvenile information. However, precautions should be taken to ensure that conditions requiring consent or notification are met; and that confidential records are handled only by those

designated to do so and in a secure manner.

- **Policy Products – Subcommittee Chairs and Key JReS Members**

Kuker reported that several policies/protocols were drafted since the last meeting; copies were included in the meeting packet. The purpose is to institutionalize this work well into the future. Subcommittee chairs provided details regarding specific policies. The following highlights that discussion:

- **Multi-Dimensional Family Therapy (MDFT) Process/Protocol**

Cara Weis reported that the group met in May to develop a policy on the various aspects of the MDFT process—client identification/eligibility, referral, enrollment in services, documentation, data collection, performance measures, etc. Training was held for State Training School (STS) staff and juvenile court officers (JCO's). Monthly updates from providers will be required. Referrals will begin with eligible STS youth who are returning to the 2nd and 5th Judicial Districts and will expand to youth in group care settings.

- **State Training School (STS) 60-day Discharge Notice**

Carl Kruger stated that recent practice has been a 30-35 day notice via a pre-release letter. The change to a 60-day notice allows sufficient time to coordinate with the various entities involved—parents, JCO's, court, defense/county attorneys, and home school—and more time to arrange transition services/programs such as MDFT and Pre-Employment Training Skills (PETS) training (an eight-week program). Kuker suggested capturing the discharge data as part of this project. Kruger will add CJJP to the distribution list.

- **Expedited Title XIX Application Process**

Eric Kool reported that eligibility assessments will be done 30 days prior to discharge. Title XIX redeterminations are made in a timely manner so that all eligible youth will have Title XIX on the day they leave the STS. This procedure will be done for *all* youth leaving the STS, regardless of judicial district. He commended the changes and noted that the process has worked very well.

- **Case Planning**

Kool also discussed a draft assessment and case planning policy. While the process has been in practice, it had never been 'in writing'. The policy surrounds risk and needs assessments and case planning. Some changes may be made to the policy depending upon anticipated software enhancements. This policy will also be implemented statewide.

Gary Niles would like to see some design changes so that case plans and risk assessments are part of a 'living document'.

- **Transition Administrator contract to develop a transition process/protocol**

Kuker noted that the YTDM process is being organized by Kathy Vrieze through a contract. The model will be implemented in the 2nd (Ames, Marshalltown, Mason City), 3rd (Sioux City), and 5th (Des Moines) Judicial Districts, eventually going statewide. Meetings have been held with STS staff.

Vrieze reported that policy and procedures have been outlined. A YTDM-certified facilitator has been hired in the 2nd District and starts mid-August.

Facilitator training will cover an in-depth look at resources/services available. Contact information by area is being developed for local resources. She is working to incorporate YTDM into the IEP process.

Youth presentations will focus on transitioning and include benchmarks for education, housing, civic/social engagement, employment, self-sufficiency, and mental health. Excerpts from a couple presentations will be used for training purposes. A parent handout is being developed.

Roeder-Grubb added that other developments include a review process for Juvenile Court Chiefs and YTDM data collection with DHS caseworkers.

Kruger suggested limiting the timespan of the YTDM presentations so that youth can spend more time with family. He noted short attention spans and the intensity of the process. Vrieze agreed. She noted ways to reduce time.

- **Education**

Susan Walkup reviewed transition planning for school districts. A process has been developed that incorporates a variety of educational requirements including federal "Educational Stability for Students in State Care Act", Fostering Connections, and the Title I Neglected and Delinquent Technical Assistance Center. A contact will be required at each school district and immediate enrollment will take place no later than the beginning of the next school day. Checklists have been created that include hyperlinks to appropriate forms or information. A meeting is being planned with representatives from school districts, AEA's, residential facilities, and detention centers in the three judicial districts to develop a framework for the process and pilot it.

- **Discussion on Potential JReS Expansion Efforts**

Roeder-Grubb asked members to consider what next steps are required for the implementation phase, expansion to group care/PMICs, and statewide expansion. More will be discussed at the September meeting.

- **Break Into Subcommittees – Next Steps Planning/Performance Measure work with ISU**

Due to time constraints, this item was omitted.

- **Subcommittee reports - Large Group Discussion - Subcommittee Chairs**
 - **Kickoff Event**

There was no discussion regarding this agenda item.

- **Next meeting (September)**

The next meeting will be scheduled in mid-to-late September. A notice will be sent once a date is determined.

The meeting adjourned at 11:51 a.m.

Respectfully submitted,

Julie Rinker
Administrative Secretary
Div. of Criminal & Juvenile Justice Planning
Iowa Department of Human Rights